



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-4053

BIDS AND AWARDS COMMITTEE

INVITATION TO SUBMIT PRICE QUOTATIONS 1st Posting

The City Government of Tacloban, through the BIDS AND AWARDS COMMITTEE (BAC) invites all interested suppliers to submit price quotations, under **Section 52.1(b) of the 2016 Revised IRR of R.A. 9184**, for the supply and delivery of **JANITORIAL SUPPLIES** for use of **CMO-Supply PR# 2020-912** dated 7/27/20 with a total amount of **Five Hundred Four Thousand Four Hundred Thirty-Six Pesos & 00/100 (Php504,436.00) only** with **BIDSTAC # SB 060-2020 (7299165)**

Please quote your lowest price inclusive of 75% of 1% of Business Tax and VAT subject to the Terms and Conditions of this RFQ, and submit your quotation duly signed by your representative on **November 6, 2020 to 9:00 A.M. of November 11, 2020** at the BAC Office, City Hall Main Building, Kanhuraw Hill, Tacloban City.

Sealed proposals will be accepted not later than **November 11, 2020** at 9:00 o'clock in the morning at the BAC Office, City Hall Main Building, Kanhuraw Hill, Tacloban City. Opening of quotation shall be held at **2:00 PM of November 12, 2020**.

The City Government reserves the right to reject any or all proposals or any part thereof, waive any defect contained therein and accept an offer as maybe advantageous to the City Government of Tacloban.

Supplier shall submit the following requirements:

- a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Peso. Statement of Compliance must be accomplished by supplier.
- b. PhilGEPS Registration Certificate.
- c. Valid Mayor's Permit,
- d. All photocopied documents submitted shall be a certified copy from the original.

Quotations shall be compared and evaluated on the basis of the following criteria:

- a. Completeness of submission
- b. Compliance with Technical Specifications
- c. Price

All deliveries by suppliers shall be subject to inspection, and acceptance by the end-user. All costs of the necessary laboratory tests undertaken by the Procuring Entity on the goods shall be to the account of suppliers. The supplier who submitted the lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the BAC.

Delivery of goods shall be made within 3 calendar days from date of receipt of Purchase Order or as may be required by the appropriate authority. Warranty shall be for a minimum of 3 months, after acceptance of the procuring entity of the delivered goods or after the goods are consumed, whichever is earlier for Expendable supplies. For non-expendable supplies, one (1) year after acceptance by the procuring entity of the delivered goods.

Price validity shall be for a period of 120 calendar days. Goods shall be delivered to the BAC Office, City Hall Main Building, Kanhuraw Hill, costs to the account of supplier. Risk and title shall pass from the supplier to the purchaser upon receipt and final acceptance of the goods at the city government of Tacloban. Upon delivery of the goods, the supplier shall notify the Purchaser and present the following documents:

- a. Original and duplicate copy of the Supplier's Invoice showing the goods description, quantity, unit price, and total price
- b. Original and duplicate copy of Delivery Receipt
- c. Original Statement of Accounts
- d. Approved Purchaser Order
- e. Warranty Certificate

Please download the attached Request for Quotation.

Sgd. **JONATHAN R. HIJADA**
BAC Chairman

Date Published: November 6, 2020



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**BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION**

1st Canvassing
7299165

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Janitorial Supplies

RFQ No.	2020-647
RFQ Date:	11/6/20
Mode of Procurement	Shopping B
PR No.	2020-912
PR Date:	7/27/2020
End-user	CMO-Supply

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o' clock** in the morning, of **November 11, 2020**. Opening of quotation shall be held at **2 o'clock** in the Afternoon of **November 12, 2020**.

Sgd. JONATHAN R. HIJADA
BAC Chairman

Terms & Conditions:

1. All entries must either be typewritten or legibly handwritten;
2. Delivery Period: (10) ten days upon receipt of Purchase Order (PO). Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
3. Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
4. Quoted price shall be valid for a period of (6) months;
5. Documents to be attached upon submission of this quotation:
 - a. Valid Mayor's Business Permit
 - b. PhilGEPs Registration No.
 - c. Brochure showing brand, model and specifications of the product being offered, if applicable.
 - d. All photocopied documents submitted shall be a certified copy from the original.
6. The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Alcohol, ethyl, 68%-70%, scented, 500ml (-5ml)	1000	Btl		
2.	Toilet Tissue paper 2-plys sheets, 150 puls, 12rolls/pack	50	Pack		
3.	Twine, plastic, one (1) kilo per roll	50	Roll		
4.	Trash Can w/ cover, Plastic, Big	30	Pc		
5.	Broom, soft (Tambo), weight: 2020g min tiger grass	60	Pc		
6.	Broom, Stick (Ting-Ting), usable length: 760mm min	60	Pc		
7.	Cleaner, Toilet Bowl and urinal, 900mL-100ml cap	60	Btl		
8.	Dishwashing Liquid, 250ml	10	Btl		
9.	Cleanser, Scouring Powder, 350g min./can	50	Can		
10.	Detergent bar, 140grams	60	Bar		
11.	Detergent Powder, all purpose, 1kg	80	Pouch		
12.	Fabric Softener, 1 liter	5	Bottle		
13.	Trashbag, plastic, black bag, 100's/pack	100	Roll		
14.	Furniture cleaner, aerosol type, 300ml min per can	20	Can		
15.	Dust Pan, non-rigid plastic, w/detachable handle	30	Pc		
16.	Glass Cleaner, 500ml	30	Pc		
17.	Floor Wax, Liquid, Natural, 375grams	5	Can		
18.	Mop Bucket, heavy duty, hard plastic	5	Pc		
19.	Mop, Spin Mop360 with Bucket (Tornado Mop)	10	Pc		
20.	Mop Head, made of cotton, weight: 400grams min.	50	Pc		
21.	Rags, all cotton, 32pcs/kg min.	10	Bundle		
22.	Muriatic Acid, 4liters/gal	30	Gal		
23.	Bleach Liquid, 4L/gal	20	Gal		
24.	Chlorine Powder	40	Kilo		
25.	Gloves, rubber	15	Pair		
26.	Toilet Deodorant Cake, 50GSM 3's/box	40	Box		
27.	Feather Dust Cleaner 10	Pc			
28.	Toilet brush, plastic handle	10	Pc		
29.	Toilet rubber Pump	5	Pc		
30.	Hand Sanitizer, 1 gal	20	Gal		
31.	Hand Wash Soap, Liquid, 500 ML	20	Bottle		
32.	Floor Mat cloth/rubber	20	Pcs		
33.	Glass Wiper	10	Pcs		
34.	Air freshener CAR Scented Gel, 180grams	20	Can		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

 Printed Name/Signature/Date

 Contact Number